



# Rules of Procedure

Written by Duru Kılıç

A handwritten signature in white ink, located below the author's name.

*Model United Nations Rules of Procedure* by Duru Kılıç

Information in this handbook is derived primarily from the Harvard World Model United Nations Rules of Procedure and has been edited to fit the needs of the İzmir Atatürk Lisesi Model United Nations Conference 2026.

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## **GENERAL RULES**

### **Rule 1: Scope**

The rules in this guide apply to all committees of the General Assembly, the Economic and Social Councils and Regional Bodies, and the Security Council. The Rules of Procedure for Crisis, Historical, and Specialized Committees are entirely at the discretion of the committee chair. If a situation arises not addressed by the Rules of Procedure, the Committee Chair will be the final authority on the procedure to follow. At the discretion of the Chair or Secretariat, these rules may be modified to facilitate healthy debate. Any such modification will be clearly announced to the entire committee and will take precedence over any rules outlined in this document.

### **Rule 2: Language**

English will be the official and working language of the conference. If a delegate wishes to present any document or part thereof written in a language other than English, the chair may, at their discretion, permit the introduction of the document alongside a full English translation of the document to be distributed to the entirety of the committee. Delegates may not conduct any activities related to their committees in any language other than English, including discussing committee topics in an unmoderated caucus or outside the committee. This is to prevent the creation of language-based blocs that may exclude non-speakers of a language.

### **Rule 3: Representation**

A member of the Committee is a representative who is officially registered with the İzmir Atatürk Lisesi Model United Nations Conference (MUNIAL). One or two delegates will represent each member and will have one vote on each Committee. If two delegates represent a Member State of a Committee, they may present speeches together without formally yielding, provided that only one delegate speaks at any given time.

### **Rule 4: Credentials**

The credentials of all delegations have been accepted upon registration. Actions relating to the modification of rights, privileges, or credentials of any member may not be initiated without the written consent of the Secretary-General. Any representative whose admission is objected to by another member will be provisionally seated with the same rights as other representatives, pending the Secretary-General's decision.

### **Rule 5: Participation of Non-Members**

Representatives of Accredited Observers will have the same rights as those of full members, except that they may not sign or vote on draft resolutions or amendments. These

representatives reserve the right to vote only on procedural matters but not on substantive matters. A representative of an organization that is neither a member of the United Nations nor an Accredited Observer may address a Committee only with the prior approval of the Chairboard.

### **Rule 6: Participation of Non-Governmental Organizations**

Representatives of Non-Governmental Organizations (“NGOs”) reserve the same rights as a full member of the committee, with the exception of the right to vote on substantive matters. NGOs may be signatories on draft resolutions. At the discretion of the Committee’s appointed Under-Secretary-General, delegates of NGOs hold certain unique procedural rights stated below:

- ❖ **Introductory Statements to the Committee:** If desired, an NGO may submit a written introduction to the Under-Secretary-General through the Chair that elaborates on its position and powers. The Chair reserves the right to postpone the NGO's introduction if necessary.
- ❖ **Written or Oral Announcements:** An NGO may address the committee in writing or orally, stating its position on the topic under discussion and any contributions it can make. This announcement will also be made at the discretion of the Under-Secretary-General.

### **Rule 7: Statements by the Secretariat**

The Secretary-General or a member of the Secretariat designated by them reserves the right to make either written or oral statements to the Committee at any time.

### **Rule 8: General Powers of the Committee Staff**

The Committee Dais Staff (“the Chairboard”) may consist of the President Chair, Deputy Chair, and the Rapporteur. Each Committee session will be announced open and closed by the President Chair, who may also propose the adoption of any procedural motion to which there is no significant objection. The Chair, subject to these rules, will have complete control of the proceedings at any meeting. The Chair will direct the flow of debate, grant the right to speak, ask questions, announce decisions, rule on points of order, and enforce adherence to these rules. If necessary and with no objections, the President Chair may suspend the rules to clarify a substantive or procedural issue. The President Chair also has the right to interrupt the flow of debate to present a presentation or bring in a guest speaker or expert witness. The Chair may temporarily transfer their duties to another member of the Committee Dais staff. Committee Dais staff members may also advise delegations on the possible course of debate. Further, no handouts may be circulated to the committee body without the Chair's knowledge and explicit approval. In the exercise of these functions, the Committee Dais staff will be subject to these rules at all times and responsible to the Secretary-General.

### **Rule 9: Quorum**

Quorum is the minimum number of delegates required to open debate. When at least one-quarter of the members of the Committee (as declared at the beginning of the first session) are present, quorum is met, and the Chair declares the Committee open to proceed with debate. A quorum will be assumed to be present unless specifically challenged and shown to be absent. A roll call is never required to determine the presence of a quorum. To vote on any substantive motion, the Committee must establish the presence of a simple majority of members. For double-delegation committees, at least one delegate from each pair must be present during substantive voting.

### **Rule 10: Courtesy**

Every delegate will be courteous and respectful to the Committee staff and to other delegates. The Chair will immediately call to order any delegate who does not abide by this rule. Any delegate who feels they are not being treated respectfully is encouraged to speak to the Chair, who will take appropriate action.

### **Rule 11: Electronic Aids**

Delegates are not permitted to use any type of electronic device, including laptops, phones, etc., in the committee room when the committee is convened. All use of electronic devices must occur outside the committee room unless otherwise specified by the Chair. The Chair may, at their discretion, grant the use of electronic dictionaries or electronic document writing agents with the exception stated below:

- ❖ **Artificial Intelligence Usage:** Any type of Artificial Intelligence (“AI”) can not, under any circumstance, be used for any reason in the Committee. Any speech made or any document used/written during an official session that is detected as AI-generated will not be recorded by the Rapporteur and is strictly forbidden. Such actions may be subject to a Verbal or Academic Warning by the Secretariat.

These rules are designed to ensure a fair debate and to encourage delegates' problem-solving skills.

### **Rule 12: Delegate Conduct**

Delegates are warned that MUNIAL has a zero-tolerance policy against slandering, disparaging, or otherwise being inflammatory toward other delegates. Neither speeches nor debates with other delegates may contain remarks of this nature. Delegates who believe their countries' policies warrant such conduct are advised to consult the Chair before taking any action.

### **Rule 13: Absences**

If a delegate is not present during roll call, they are considered absent until a note is sent to the dais staff. A delegate who is recognized but is not present when called upon yields their time to the Chair, and debate shall continue unabated. To receive a participation certificate, delegates must not be absent for more than two sessions. To receive an award, delegates must not be absent for more than one session.

## RULES GOVERNING DEBATE

### **Rule 14: Agenda**

The Agenda decides the order in which the topics will be discussed in committee. Therefore, the first matter the Committee decides on will be setting the agenda. The only motion in order at this time will be in the form of “I move that Agenda Item X be placed first on the Agenda.”

- ❖ A motion shall be made to put an Agenda Item first on the agenda. This motion requires a second.
- ❖ Delegates may only propose those Agenda Items listed in the preparation materials. The Chair reserves the right to modify these Agenda Items at their discretion.
- ❖ A Committee in which only one Agenda Item may be proposed for the agenda will be considered to have automatically adopted that Agenda Item without debate.
- ❖ A Speakers List will be established ‘for’ and ‘against’ the motion; speakers ‘for’ will speak in support of the Agenda Item suggested, speakers ‘against’ will speak in favor of the other Agenda Item.
- ❖ The debate over the Agenda can only be closed by a motion after the Committee has heard from two speakers for the motion and from two against. As stated in Rule 19, the Chair will recognize two speakers against the motion to close debate. A two-thirds vote is required to close debate on the agenda. If the Speakers-For or Speakers-Against List for setting the agenda is exhausted, debate will automatically close, even if a motion to close debate would not normally be in order.
- ❖ Once the debate is closed, the Committee will immediately vote on the motion to set the agenda, which requires a simple majority to pass. If the motion fails, the other Agenda Item will automatically move to the top of the agenda.
- ❖ A motion to proceed to the second Agenda Item is in order only after the Committee has adopted or rejected a resolution on the first Agenda Item. A motion to proceed to the second agenda item after a resolution has failed requires a second and is debatable to the extent of one speaker in favor and one against. This motion to proceed requires a two-thirds vote of the members present and voting to pass.
- ❖ In the event of a simulated international crisis or emergency, the Secretary-General, members of the Secretariat, or members of the Committee Staff may call upon the delegates to table the debate on the current Agenda Item so that the more pressing issue may be addressed immediately. After a draft resolution on the crisis topic has been passed, the Committee will return to debate the tabled topic. If a draft resolution

on the crisis topic fails, the Committee may return to debate on the tabled Agenda Item only at the discretion of the Committee Staff. Comments (see Rule 28) are not in order during debate on the agenda since deciding the Agenda is a procedural question.

- ❖ All motions for caucus shall be ruled out of order during consideration of the agenda. Also, delegates may not yield their time (see Rule 27).

### **Rule 15: Debate**

The setting of the Agenda is followed by the opening of a new, continuous Speakers List, which is used to begin general debate. This Speakers List will decide the order of speakers for all debate on the Agenda Item, except when superseded by procedural motions, amendments, or the introduction of a draft resolution. Speakers may speak generally on the Agenda Item being considered and may address any draft resolution currently on the floor. Once a draft resolution has been introduced, it remains on the floor and may be debated until it fails, the Committee postpones debate, or the Committee moves to the next Agenda Item.

### **Rule 16: Unmoderated Caucus**

A delegate may motion for an unmoderated caucus at any time when the floor is open, before the closure of debate. The delegate making the motion must specify a time limit for the caucus, not to exceed twenty minutes. The motion will be put to a vote immediately and will pass with a simple majority. In the case of multiple unmoderated caucuses, the Chair will rank the motions in descending order of length, and the Committee members will vote accordingly. The Chair may rule the motion dilatory, and their decision is not subject to appeal. An unmoderated caucus may be extended only once, and the combined length of an unmoderated caucus and its extension may not exceed twenty minutes.

### **Rule 17: Consultation of the Whole**

At the Chair's discretion, delegates may move for an informal consultation of the entire Committee, in which the rules of parliamentary procedure are suspended, and Committee members moderate the ensuing discussion. The disruptiveness of this motion is equivalent to an unmoderated caucus and is entertained at the discretion of the Chair. The delegate making the motion must specify a time limit and a topic of discussion for the consultation of the whole, not to exceed ten minutes. The motion will be put to a vote and will pass if it has a simple majority. During the execution of this motion, delegates will be expected to remain in their seats and be respectful of speakers at all times. The moderation of the committee is carried out by the Committee's delegates. The Chair may rule the motion dilatory, and their decision is not subject to appeal. Consultation of the Whole may only be extended once, and the combined length cannot exceed twenty minutes.

### **Rule 18: Moderated Caucus**

The purpose of a moderated caucus is to facilitate substantive debate at critical junctures in the discussion. In a moderated caucus, the Chair will temporarily depart from the Speakers List and call on delegates to speak at their discretion. A motion for a moderated caucus is in order at any time when the floor is open, before the closure of debate. The delegate making the motion must briefly explain its purpose and specify a time limit for the caucus, not to exceed twenty minutes, and a time limit for the individual speeches. Once raised, the motion will be voted on immediately, with a simple majority of members required for passage. In cases of multiple moderated caucuses, the Chair will rank the motions in descending order of length, and Committee members will vote accordingly. The Chair may rule a motion dilatory, and their decision is not subject to appeal. No motions are in order between speeches during a moderated caucus. A delegate can and will be ruled out of order if the delegate's speech does not address the topic of the moderated caucus. If no delegate wishes to speak during a moderated caucus, the caucus shall immediately end. A moderated caucus may be extended only twice, but only after the caucus has ended. There is no yielding of time in moderated caucuses.

### **Rule 19: Closure of Debate**

When the floor is open, a delegate may move to close debate on the substantive or procedural matter under discussion. Delegates may move to close debate on the general topic, debate on the agenda, or debate on an amendment. The Chair may, subject to appeal, rule such a motion dilatory. When a motion to close debate is moved, the Chair may recognize up to two speakers against the motion. No speaker in favor of the motion will be recognized. Closure of debate requires the support of two-thirds of the members present and voting. If there are no speakers against the closing debate, the President Chair will ask the delegates if there are any objections to voting by acclamation (Please see Rule 39 for details on procedure). If there are no objections, the motion to close debate will be adopted automatically, and the Committee will immediately proceed to the substantive voting procedure.

### **Rule 20: Suspension or Adjournment of the Meeting**

The suspension of the meeting postpones all Committee functions until the next meeting. The adjournment of the meeting means the postponement of all Committee functions for the duration of the Conference. Whenever the floor is open, a delegate may move to suspend or adjourn the meeting. The Chair may rule such motions dilatory; these decisions shall not be subject to appeal. When in order, such motions will not be debatable but will be immediately voted upon, barring any motions taking precedence, and will require a simple majority to pass. A motion to adjourn will be out of order before the lapse of three-quarters of the time allotted for the last meeting of the Committee. In the case of a real emergency, as declared by the Secretary-General, members of the Secretariat or the Committee Staff, debate will automatically be suspended without any exceptions.

### **Rule 21: Suspension or Adjournment of the Meeting**

Whenever the floor is open, a delegate may move to postpone debate on a draft resolution, amendment, or topic currently on the floor. The motion, otherwise known as “tabling,” will require a two-thirds vote to pass and will be debatable to the extent of one speaker in favor and one opposed. No debate or action will be allowed on any draft resolution, amendment, or topic on which debate has been postponed. A motion to resume debate on an amendment, draft resolution, or topic on which debate has been postponed will require a simple majority to pass. It will be debatable to the extent of one speaker in favor and one opposed. Resumption of the debate will cancel the effects of the postponement of debate.

### **Rule 22: Reconsideration**

A motion to reconsider is in order when a draft resolution or amendment has been adopted or rejected, and must be made by a member who voted with the majority on the substantive proposal. The Chair will recognize up to two speakers opposing the motion, after which the motion will be voted upon immediately. A two-thirds majority of the members present is required for reconsideration. If the motion passes, the Committee will immediately vote again on the draft resolution or amendment being reconsidered.

### **Rule 23: Appeal**

An appeal can only be made to procedural matters, but not substantive ones (for the difference, see Rules 37 and 38). A delegate may appeal any procedural decision of the Chair unless it is one that cannot be appealed, as stated by the rules of procedure. The delegate can only appeal a ruling immediately after it has been pronounced. The delegate will be given thirty seconds in order to explain the reasoning behind the appeal. The Chair may speak briefly in defense of the ruling. The appeal shall then be put to a vote, and the Chair's decision shall stand unless overruled by two-thirds of those members present and voting. The Chair's decision not to sign a draft resolution or amendment is never appealable. A “Yes” vote indicates support of the Chair's ruling; a “No” vote indicates opposition to that ruling.

## **RULES GOVERNING SPEECHES**

### **Rule 24: Speakers List**

The Committee shall at all times maintain an open Speakers List for the Agenda Item under discussion. The Chair will either set a speaking time or entertain motions to set a speaking time. Separate Speakers Lists will be established as needed for procedural motions and debate on amendments. A member may add its name to the Speakers List by submitting a request in writing to the Chair, provided that the member is not already on the Speakers List, and may remove its name from the Speakers List by submitting a request in writing to the Chair. At any time, the Chair may call for members who wish to be added to the Speakers List. The names of the next several members to speak will always be posted for the Committee's

convenience. The Speakers List for the second Agenda Item will not be open until the Committee has proceeded to that topic. The Speakers List is the default activity of the Committee. If no motions are on the floor, debate automatically returns to the Speakers List. A motion to close any Speakers List is never in order; nor is a motion to return to the Speakers List ever in order.

No delegate may address a session without having previously obtained the permission of the Chair. The Chair may call a speaker to order if their remarks are not relevant to the subject under discussion, or are offensive to Committee members or staff. Delegates must deliver all speeches from a 3rd-person perspective. No speeches may be made in the 1st person unless the Chair approves. No props may be used unless the Chair approves.

### **Rule 25: Time Limit on Speeches**

The Chair may limit the time allotted to each speaker. The minimum time limit will be ten seconds. When a delegate exceeds their allotted time, the Chair may call the speaker to order without delay. However, the Chair has discretion to be flexible (within reason) on the time limit to allow a delegate to finish their thought, given the varying fluency in English among conference attendees.

### **Rule 26: Yields**

A delegate granted the right to speak on a substantive issue may yield in one of three ways at the conclusion of their speech: to another delegate, to questions, or to the Chair. A delegate must declare any yield at the conclusion of their speech.

- ❖ Yield to another delegate: Their remaining time will be offered to that delegate. If the delegate accepts the yield, the Chair shall recognize the delegate for the remaining time. The second delegate speaking may not yield back to the original delegate. To turn the floor over to a co-delegate of the same member state is not considered a yield.
- ❖ Yield to questions: Questioners will be selected by the Chair and limited to one question each. Follow-up questions will be permitted only at the Chair's discretion. The Chair will have the right to call to order any delegate whose question is, in the opinion of the Chair, rhetorical, leading, and/or not designed to elicit information. Only the speaker's answers to questions will count toward the remaining speaking time.
- ❖ Yield to the chair: Such a yield should be made if the delegate does not wish their speech to be subject to questions. The Chair will then move to the next speaker.

Only one yield is allowed per speech (i.e. no yields on yielded time). No yields are allowed when the delegate is speaking on a procedural matter. A delegate must declare any yield by the conclusion of their speech. Delegates cannot yield if they run out of time. Yields are only required when debate proceeds according to the Speakers List.

### **Rule 27: Right of Reply**

A delegate whose personal or national integrity has been impugned by another delegate may submit a Right of Reply only in writing to the Committee staff. The Chair will grant the Right of Reply at their discretion; this decision is not subject to appeal. A delegate granted a Right of Reply will not address the Committee except at the request of the Chair. A Right of Reply to a Right of Reply is out of order.

## **RULES GOVERNING POINTS**

### **Rule 28: Points of Personal Privilege**

Whenever a delegate experiences personal discomfort that impairs their ability to participate in the proceedings, they may rise to a Point of Personal Privilege to request that the discomfort be addressed. A Point of Personal Privilege may be invoked only if the delegate speaking is inaudible (i.e. to request the speaker to raise their voice). Otherwise, the delegate rising on the Point of Personal Privilege must always wait till the end of the speech to raise the Point.

### **Rule 29: Points of Order**

During the discussion of any matter, a delegate may rise to a Point of Order to indicate an instance of improper parliamentary procedure. The Chair will immediately decide the Point of Order in accordance with these rules of procedure. A representative rising to a Point of Order may not speak on the substance of the matter under discussion. A Point of Order may not interrupt a speaker during the speech. The delegate who rises to a point of order must wait till the end of the speech. Additionally, the President Chair may address a delegate if proper parliamentary procedure is not being followed.

### **Rule 30: Points of Parliamentary Inquiry**

When the floor is open, a delegate may rise to a Point of Parliamentary Inquiry to ask the Chair a question regarding the rules of procedure. A Point of Parliamentary Inquiry may never interrupt a speaker. Delegates with substantive questions should not rise to this Point; instead, they should send a note to the dais.

### **Rule 31: Points of Information**

When the floor is open, a delegate may rise to a Point of Information to ask the Chair a question outside procedural and substantive matters, to ask about the current motion(s) on the floor, the ongoing caucus, or their position in the GSL. Any Points of Information raised

regarding matters outside these three topics are out of order to prevent wasting session time. Points of Information may be considered dilatory by the Chair.

## **RULES GOVERNING THE PATH TO A DRAFT RESOLUTION**

### **Rule 32: Working Paper**

Delegates may propose working papers for Committee consideration. Working papers are intended to aid the Committee in its discussion and formulation of draft resolutions and need not be written in draft resolution format. Working papers are not official documents and may be presented in any format approved by the Chair; however, the Chair must approve them before they are copied or distributed. Once distributed, delegates may consider the working paper introduced and begin referring to it by its designated number. Working papers do not require signatories or votes of approval. No document may be referred to as a “working paper” until it has been introduced.

### **Rule 33: Draft Resolutions**

A draft resolution may be introduced upon approval by the Chair and the signature of at least 20% of the Committee's members. The number of required signatories for a draft resolution may be modified by the President Chair and Secretariat. Signing a draft resolution need not indicate support of the draft resolution, and the signatory has no further rights or obligations. Draft resolutions should be written the official format. There are no official sponsors of draft resolutions. Signatories should be listed in alphabetical order on every draft resolution.

A draft resolution requires a simple majority of members present to pass. Only one draft resolution may be passed per Agenda Item. After a draft resolution is passed, the voting procedure will end, and the Committee will proceed directly to the second Agenda Item, as specified in Rule 14.

### **Rule 34: Introduction of Draft Resolutions**

Once a draft resolution has been approved as stipulated above and copied and distributed, delegates may move to introduce it. Each motion will specify one draft resolution to introduce and require a simple majority to pass. The order in which draft resolutions are introduced is the default order for substantive voting. The Chair, time permitting, may read the operative clauses of the draft resolution. Alternatively, the Chair may recognize a certain number of delegates (at the Chair’s discretion) to come forward to answer questions on the resolution to which they were signatories. In addition, the Chair may also allow for an informal presentation of the resolutions. No document may be referred to as a “draft resolution” until it has been introduced.

The Chair, at their discretion, may answer any clarifying points on the draft resolution. Any substantive points will be ruled out of order during this period, and the Chair may end this ‘clarifying question-answer period’ for any reason, including time constraints. More than one draft resolution may be on the floor at any one time. A draft resolution will remain on the floor until debate on that specific draft resolution is postponed or a Resolution on that Agenda Item has been passed. Debate on draft resolutions proceeds according to the general Speakers List for that Agenda Item, and delegates may refer to the draft resolution by its designated number. No delegate may refer to a draft resolution until it is formally introduced by, as specified above, a passing motion.

### **Rule 35: Amendments**

Delegates may amend any draft resolution that has been introduced by adding to, deleting from, or revising parts of it. Only one amendment may be introduced at any given time. An amendment must be approved by the Chair and signed by at least 15% of the Committee's members. The number of required signatories for a draft resolution may be modified by the President Chair and Secretariat. Amendments to amendments are out of order; however, an amended part of a draft resolution may be further amended. There are no official sponsors of amendments. As there are no official sponsors of draft resolutions, there can be no friendly amendments. If a submitted amendment contains a typographical error, the corrected version should be submitted to the Chair only and does not need to be circulated to the entire committee. The Chair, at their discretion, will announce the corrections made in the latter version. Preambulatory phrases may not be amended. The final vote on the amendment is substantive; NGOs, Observer Nations, and Third-Party Actors are not permitted to vote on amendments.

- ❖ A motion to introduce an approved amendment may be introduced when the floor is open. After this motion, the Chair may read the amendment aloud, time permitting. The motion will pass by a simple majority. General debate will be suspended, and a Speakers List will be established for and against the amendment.
- ❖ A motion to close debate will be in order after the Committee has heard from at least two speakers for the amendment and from at least two speakers against. A motion to close debate will proceed as described by Rule 19.
- ❖ When debate on the amendment is closed, the Committee will move to an immediate vote. Amendments need a simple majority to pass. After the vote, debate will resume in accordance with the general Speakers List.

## **RULES GOVERNING VOTING**

### **Rule 36: Procedural Voting**

Voting on any matter other than draft resolutions and amendments is considered procedural. Each committee member, including representatives of Observers and NGOs, must vote on all procedural motions; no abstentions will be permitted.

- ❖ A simple majority shall be considered achieved when there are more “Yes” votes than “No” votes.
- ❖ A two-thirds vote will require at least twice as many “Yes” votes as “No” votes.
- ❖ If there is not the required number of speakers for or against a motion, the motion will automatically fail or pass.

### **Rule 37: Substantive Voting**

Substantive voting includes voting on draft resolutions and amendments. Once the committee closes debate on the general Topic Area, it will move into substantive voting procedures. At this time, the chambers are sealed, and no interruptions will be allowed. The only motions and points that will be in order are: Division of the Question, Reordering Draft Resolutions, Motion to Vote by Acclamation, Motion for a Roll Call Vote, Point of Personal Privilege, Point of Parliamentary Inquiry, and Point of Order. If there are no such motions, the Committee will vote on all draft resolutions. For substantive voting, each member will have one vote. Each vote may be a ‘Yes,’ ‘No,’ or ‘Abstain.’ Abstaining members are not counted as voting. All matters will be voted upon by a show of placards, unless a motion for a roll call vote is accepted. Abstentions are not counted in the total number of votes cast.

- ❖ A simple majority requires more “Yes” votes than “No” votes (i.e. more countries voting in the affirmative than the negative); a two-thirds majority requires twice as many “Yes” votes as “No” votes.
- ❖ Once any Resolution has been passed, the voting procedure is closed, as only one Resolution may be passed per Topic Area.
- ❖ In the Security Council, the five permanent members have the power to veto any substantive vote. A “No” vote by one of the five permanent members in the Security Council is considered a veto. NGOs, Observer Nations, and Third-Party Actors will not be able to vote on draft resolutions or amendments.

### **Rule 38: Voting by Unanimous Consent**

Before the beginning of the vote on a particular motion, draft resolution, or amendment, the Committee Chair has the right to ask their members if there are any objections to a vote by unanimous consent. If no committee member objects, the motion will be adopted automatically by consensus without a committee vote. Any objection to voting by unanimous consent will result in the committee proceeding to the normal voting procedure.

### **Rule 39: Reordering Draft Resolutions**

A Motion to Reorder Draft Resolutions will only be in order immediately after entering the voting procedure, and before voting has started on any draft resolutions. The Chair will take all motions to reorder draft resolutions and then vote on them in the order in which they were introduced. Voting will continue until either a motion to reorder passes with a simple majority or all motions fail; in that case, the Committee will proceed to the voting procedure, voting on the draft resolutions in their original order.

### **Rule 40: Division of the Question**

After debate on any agenda item has been closed, a delegate may move that the operative parts of a draft resolution(s) be voted on separately. Preambulatory clauses and sub-operative clauses may not be altered by division of the question. The motion may be debated for two speakers for and two against, followed by an immediate procedural vote on that motion.

- ❖ If the motion passes with the required simple majority, the Chair will take motions on how to divide the question and prioritize them from most severe to least severe. The Committee will then vote on the motions in the order set by the Chair. If no division passes, the resolution remains intact.
- ❖ Once a division has been passed with a simple majority, the draft resolution will be divided accordingly, and a separate procedural vote will be taken on each divided part to determine whether or not it is to be included in the final draft resolution. If all of the operative parts of the substantive proposal are rejected, the draft resolution will be considered to have been rejected as a whole.
- ❖ Parts of the draft resolution that are subsequently passed will be recombined into a final document. The final document will be put to a substantive vote.

### **Rule 41: Roll Call Voting**

A delegate has the right to request a roll call vote after debate on a draft resolution is closed. A roll call vote is in order only for substantive votes. A motion for a roll call vote may be made from the floor and requires a simple majority.

- ❖ In a roll call vote, the Chair will call members in alphabetical order, starting with a randomly selected member. In the first sequence, delegates may vote “Yes,” “Yes with Rights,” “No,” “No with Rights,” “Abstain,” or “Pass.” Delegates who vote either “Yes with Rights” or “No with Rights” reserve the right to explain their vote only when the delegate is voting against the policy of their country. The delegate may only explain an affirmative or negative vote, not an abstention.
- ❖ A delegate who voted “Pass” during the first sequence of the roll call must vote (i.e. may not abstain or pass) during the second sequence. The same delegate may not request the right to explain their vote.

- ❖ The Chair shall then call for changes of vote; no delegate may request the right of explanation if they did not request it in the previous two sequences. All delegates who had requested the right of explanation will be granted time to explain their votes. The speaking time will be set at the discretion of the Chair, not to exceed thirty seconds.
- ❖ The Chair will then announce the outcome of the vote.

### PRECEDENCE OF MOTIONS

Motions will be considered in the following order of preference:

- Point of Personal Privilege
- Point of Order
- Point of Parliamentary Inquiry
- Point of Information
- Adjournment of the Meeting
- Suspension of the Meeting
- Unmoderated Caucusing
- Consultation of the Whole
- Moderated Caucusing
- Introduction of Draft Resolution
- Introduction of an Amendment
- Postponement of Debate
- Resumption of Debate
- Closure of Debate

At the start of the voting procedure, the following points and motions are in order, in the following order of precedence:

- Point of Personal Privilege
- Point of Order
- Point of Parliamentary Inquiry
- Reordering Draft Resolutions
- Division of the Question
- Motion for a Roll Call Vote

## Cheat Sheet

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### Two-Thirds Majority

Chair's ruling an unmoderated/moderated caucus or consultation of the whole dilatory

Chair's ruling suspension or adjournment of meeting dilatory

Chair's admission/rejection of a Right of Reply

### Motions with Speaker Minimums

Setting the Agenda

Closing Debate

Reconsideration

Division of the Question

Proceeding to second topic area after failure to pass resolution

Debating an Amendment

### Subject to Appeal

Chair's ruling an unmoderated/moderated caucus or consultation of the whole dilatory

Chair's ruling suspension or adjournment of meeting dilatory

Chair's admission/rejection of a Right of Reply

### Simple Majority

Setting the agenda

Initiating a moderated/unmoderated caucus or consultation of the whole

Suspending or adjourning the meeting

Resuming debate

Introducing a draft resolution

Passing a draft resolution

Introducing an amendment

Passing an amendment

Reordering voting on drafting resolutions

Dividing the question and choosing how to divide

### Number of Speakers Required

At least two for, at least two against

Up to two against

Up to two against

Up to two for and two against

Up to one for and one against

At least two for, at least two against

### Not Subject to Appeal

Chair's ruling closure of debate dilatory

Chair's ruling points dilatory